

MINUTES of a meeting of the **CABINET MEMBER - CHILDREN AND YOUNG PEOPLE** held on 14 July 2015 at County Hall, Matlock.

PRESENT

Councillor J Coyle (in the Chair)

Apologies for absence were received from Councillors C Bisknell, D Greenhalgh and Mrs J Street

53/15 **MINUTES** **RESOLVED** that the minutes of the meeting held on 9 June 2015 be received.

54/15 **NEW INSTRUMENTS OF GOVERNMENT** Under the School Governance (Constitution) (England) Regulations 2012, proposals had been received from school Governing Bodies for an amendment to their Instrument of Government.

RESOLVED that approval be given for new Instruments of Government to be made for the 10 schools detailed in the Director of Legal Services report.

55/15 **REVENUE OUT-TURN 2014/15 – CHILDREN & YOUNGER ADULTS** The Cabinet Member was informed of the final revenue out-turn position for 2014/15 for the Children and Younger Adults department. A summary statement setting out the final controllable out-turn position for Children and Younger Adults (CAYA) for 2014/15 was appended to the joint report.

Net controllable expenditure in 2014/15 was £110,372m compared with a budget of £109,114m after transfers to and from Reserves resulting in a controllable overspend of £1.258m. The main variances on controllable expenditure were detailed in the Joint Report.

In addition there were one-off beneficial items during the year of £3.122m making the final reported figure an underspend at £1.864m

The spending on Schools' Budget financed by the Dedicated Schools grant was £447,338m compared with grant income of £454,483m, a surplus of £7.145m of which £2.563m had already been agreed to be earmarked for capital schemes..

RESOLVED (1) to note the out-turn position;

(2) that subject to Cabinet approval transfers to/from reserves outlined in the report be approved; and

(3) that £1.212 million of the CAYA underspend be allocated to the earmarked reserve for CAYA prior year underspend to assist in meeting budget reductions in 2015/16 and 2016/17 and the balance of £0.652 million be returned to the General Reserve

56/15 APPOINTMENT OF PERSONS TO SERVE AS LA GOVERNORS ON SCHOOL GOVERNING BODIES RESOLVED (1) that the following persons be appointed to serve as LA Governors on a school governing body under the School Governance (Constitution) (England) Regulations 2007:-

H Bradford – Pilsley CE (Aided) Primary School
A Percy – Youlgrave All Saints CE Voluntary Aided Primary School; and

(2) to approve the nomination of the following persons to serve as Local Authority Governors under the School Governance (Constitution) (England) Regulations 20012:-

T Blowers – Buxton Infant School
M Broadbent – Buxton Junior School

57/15 APPROVAL OF INSTRUMENT OF GOVERNMENT AND NOMINATION OF LOCAL AUTHORITY GOVERNOR TO THE PINGLE SCHOOL GOVERNING BODY Approval was sought for the Instrument of Government of The Pingle School to be effective from 1 September 2015 and to the nomination of a person to serve as Local Authority Governor.

In September 2013 the Local Authority appointed an Interim Executive Board for the purpose of providing governance for The Pingle School, Swadlincote, a foundation school. The Board was very successful in bringing stability and improving the quality of education at the school.

The School Governance (Transition from an Interim Executive Board) (England) Regulations 2010 ('the 2010 Regulations'), provide for the local authority to make arrangements for the transition of a governing body constituted as an Interim Executive Board to a normally constituted governing body. Part 3 of the 2010 Regulations made provision for the establishment of a shadow governing body which was duly approved by the local authority on 7 October 2014.

It was now felt that it was the correct time to move to a fully constituted governing body, effective from 1 September 2015, as follows – 11 members comprising:

2 parent governors
1 LA governor
1 staff governor

1 Headteacher
4 co-opted governors
2 partnership governors

The new Instrument of Government was appended to the Strategic Directors report.

If this Instrument of Government was approved, the shadow governing body would vacate office and the governing body of the school would be constituted as a normally constituted governing body in accordance with the 2010 Regulations.

Approval was also sought for the nomination of Councillor Paul Dunn to serve as local authority governor on the newly constituted governing body of The Pingle School, also effective from 1 September 2015.

The appointment of the local authority governor would be subject to the completion of a Declaration of Eligibility form and a proof of identity check.

RESOLVED (1) that the new Instrument of Government be approved; and

(2) to approve the nomination of Councillor P Dunn to act as Local Authority Governor.

58/15 PROPOSAL TO ESTABLISH A CLERKING SERVICE TO SCHOOLS Approval was sought to establish a clerk to governors service to Derbyshire maintained schools.

Prior to March 2008, the Governor Support Service offered a clerking service to school governing bodies on a Service Level Agreement basis. This offer to schools was discontinued in March 2008.

The School Governance (Roles, Procedures and Allowances) (England) Regulations 2013, Part 2, 6.(3) stated that ‘the governing body must appoint a clerk with a view to ensuring their efficient functioning and must have regard to advice from the clerk as to the nature of the governing body’s functions.’

The School Governance (Roles, Procedures and Allowances) (England) Regulations 2013 Advice (January 2014) states that ‘High quality professional clerking is crucial to the effective functioning of the board. Clerking was not only about good organisation and administration, but also, and more importantly, about helping the board understand its role, functions and legal duties. This was crucial in helping the board exercise its functions expediently and confidently, so that it could stay focused on its core functions.’

The Governor Support Service was contacted regularly by schools having difficulty recruiting a clerk to governors and, by offering a quality

service, the local authority would be supporting and promoting the effective functioning of Derbyshire school governing bodies.

It was, therefore, proposed to establish a self-funding clerking service on a 'pool' basis. It was proposed to trial the service prior to the offer being launched to schools for the 2016-17 financial year.

Following the Single Status review, clerk to Governors were assessed as a grade 4 post, currently from point 8, £14,657 per annum, £7.60 per hour, up to point 11, £15,445 per annum, £8.01 per hour. The proposal was to make this a fully-traded service. Research had been carried out by contacting 15 other local authorities which offered a clerking service to schools to ensure that proposed pricing structures are appropriate. The indicative pricing structure below was based on that previously offered up until March 2008, suitably adjusted.

Size of Governing Body	Cost for 6 meetings per year (£)	Cost for 3 meetings per year (£)
7-10 governors	1,470	735
11 – 14 governors	1,560	780
15+ governors	1,608	804

Up-front start-up costs would be required for:

- Recruitment via DCC website
- equipment - standard laptop purchase price with shoulder bag: indicative cost £460 plus maintenance charge: £112 pa
- in-house training
- trialling the service to a school. Costs based on hourly rate as indicated above.

The indicative costs above were in line with those charged by other authorities and the proposed trial would be used to inform the final prices applicable for 2016-17. These prices would be consistent with the principles contained within the Corporate Charging Policy and would be annually reviewed.

RESOLVED to approve the establishment of a fully funded clerking service.

59/15 CAPITAL IMPROVEMENT WORKS AT FAIRVIEW CHILDRENS HOME, CHESTERFIELD AND GLENHOLME CHILDRENS HOME, LONG EATON Approval was sought to place two orders for capital improvement works at Fairview Children's Home Chesterfield, and Glenholme Children's

Long Eaton.

The Property review meeting held at Fairview home on 9th October 2014 identified the need for improvements for the following works: remodel and replace the front door including an access control system, refurbishment of the office/staff sleeping in room and a bathroom refurbishment. A subsequent OfSTED inspection had endorsed the need for these improvements.

Three quotes had been received from The Director of Property. Firstly for the office/sleeping in room refurbishment for £9,605 which included stripping out of the existing fitted storage, an electrical upgrade/new lighting and additional data points and sockets. Secondly, for a new front door for £7,092 which includes a hard wood front door with side panels, a video entry system linked to the office and a fob access control system. Thirdly, for the bathroom refurbishment for £9,849 which included a new bathroom suite and tiling. This gave a total for the three quotes of £26,546. In addition there was an allowance of £2,500 for new furniture which gave a total cost of £29,046.

An OFSTED inspection in November 2014 at Glenholme Children's Home, Long Eaton provided a requirement for building improvements to the home, especially the refurbishment of two bathrooms, the refurbishment of the kitchen and the replacement of 19 fire doors.

A report to the Cabinet Member on 7 April 2015 approved a sum of £63,683 for the replacement fire doors and the refurbishment of the bathrooms.

A quote from The Director of Property for the kitchen and pantry refurbishment had been received for £36,317 which included £17,684 from a kitchen unit manufacturer, £5,140 for mechanical and electrical installation and associated building work, £3,713 for wall and floor finishes, and other minor works and fees of £9,780

The remaining budget in the 2014/15 Children's Homes budget was £12,217 and there was also £100,000 available for Children's Homes in the 2015/16 budget. With Member approval, it was proposed to charge the Glenholme scheme as follows:

2014/15 Children's Home budget: £12,217

2015/16 Children's Home budget: £24,100

Total £36,317

It was further proposed to charge the Fairview scheme as follows:

2015/16 Children's Home budget: £29,046. On this basis, there would be £46,854 remaining within the 2015/16 Children's Home budget available for further capital schemes.

RESOLVED (1) that approval be given to place an order to the value of £29,046 for improvement works at Fairview Children's Home Chesterfield; and

(2) that approval be given to place an order to the value of £36,317 for improvement works at Glenholme Children's Home, Long Eaton.

60/15 REPORTING OF BUILDING CONTRACTS RESOLVED to note the building contracts that had recently been awarded as detailed in the appendix to the Strategic Director's Report

61/15 EXCLUSION OF THE PUBLIC RESOLVED that the public be excluded from the meeting during the consideration of the remaining items on the agenda to avoid the disclosure of the kind of exempt information detailed in the following summary of proceedings:-

SUMMARY OF PROCEEDINGS CONDUCTED AFTER THE PUBLIC WERE EXCLUDED FROM THE MEETING

- (1) To confirm the exempt minutes of the meeting of the Cabinet Member – Children and Young People held on 9 June 2015 (contains exempt information).
- (2) To consider the Joint report of the Strategic Director for Children and Younger Adults and the Strategic Director for Corporate Resources on CAYA Capital programme 2015-16 – Schools Access Initiative (contains information which is likely to reveal the identity of any individual).
- (3) To consider the report of the Strategic Director for Children and Younger Adults on School Staff Redundancies 2015 (contains information which is likely to reveal the identity of any individual).
- (4) To consider the report of the Strategic Director for Children and Younger Adults on Mr & Mrs R – Request for financial assistance with adaptations to home (contains information which is likely to reveal the identity of any individual).
- (5) To consider the report of the Strategic Director for Children and Younger Adults on Mr & Mrs K – Request for Adoption Allowance (contains information which is likely to reveal the identity of any individual).